

Instruction for Greeters

You are scheduled to be a greeter on _____ at the _____ service.

INSTRUCTIONS FOR GREETERS

Be at the front door ready to greet people 15 minutes before the start of worship.

Wear your name tag.

Tags for visitors are found in the shelf of the guest book stand.

Check to make sure the guest book is open and visitor tags easily accessible.

Greet everyone with a smile and a handshake. Introduce yourself to visitors, request that they sign the guest book and make sure they include their address.

Report any visitors to Pastor. He will pass this on to the Evangelism Committee, and they will be followed up with.

Stand with Pastor at the close of the service while he greets people. Have paper and pencil with you to help Pastor as people tell him needs/requests.

Thank you for volunteering to be a greeter!

The Evangelism Committee